



# Spalding Parish Church of England Day School

'I can do all this through him who gives me strength' Philippians 4:13

3<sup>rd</sup> March 2021

Dear Parent/Carer,

## COVID 19 – Plans for Full School Reopening March 2021

I hope this letter finds you all safe and well – it has certainly been strange not having all the pupils in school and we are so looking forward to everyone being back again. I would also like to say a huge thank you to the whole SPCEDS community for their support during the recent restricted provision. It has been lovely to see so many of the pupils online with their class teachers and we are also grateful to our parent body for your continued support during this time.

You will have heard the recent Government announcement that schools will be open to all children from 8<sup>th</sup> March. The Government has stated: *'Our priority has always been getting children back into school which we know is crucial for their education as well as their mental and physical wellbeing'*. SPCEDS has remained open for our critical worker families since the 5<sup>th</sup> January following the announcement of the most recent lockdown. Throughout this period thorough risk assessments have continued to be in place as they have throughout the academic year so far alongside a wide range of rigorous control measures, in line with scientific advice and Government guidance, to ensure the safety of all members of the school community.

Plans for March 8<sup>th</sup> will be just as thorough and clearly focussed on ensuring the safety of all members of the Spalding Parish community and the purpose of this communication is to share our plans for our full reopening next week. All of the team, myself included, are extremely excited to welcome the children back into school but I want to assure you that this is within the safety guidelines set out by the Government:

- ▲ Minimise contact with anyone required to self-isolate by ensuring they do not attend school;
- ▲ Ensure face coverings are used in recommended circumstances;
- ▲ Clean hands thoroughly and more often than usual;
- ▲ Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach;
- ▲ Maintain enhanced cleaning, including cleaning frequently touched surfaces often;
- ▲ Minimise contact across the site and maintain social distancing wherever possible;
- ▲ Keep occupied spaces well ventilated.

The guidance states that all pupils must return to school as long as reasonable adjustments are met. The adjustments we are making at SPCEDS are to ensure the safety of our whole school community –



LINCOLN ANGLICAN  
ACADEMY TRUST  
DIOCESE OF LINCOLN

Clay Lake, Spalding, Lincolnshire, PE11 2QG

Tel: 01775 722333

[enquiries@spaldingparish.lincs.sch.uk](mailto:enquiries@spaldingparish.lincs.sch.uk)

[www.spaldingparish.lincs.sch.uk](http://www.spaldingparish.lincs.sch.uk)

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Head Teacher: Diane Mulley

we will be doing our best to mitigate any risk as much as is reasonably possible. Our main aim remains, as it has been throughout the academic year so far, to ensure that where possible we reduce the contact between different groups of pupils, whilst enabling children to do what they love to do at school.

## Symptoms

It is absolutely imperative that you ensure that if anyone in your household has COVID-19 symptoms, your child does NOT attend school. Any child or staff member who develops symptoms in the school day will be sent home immediately. You must follow the Government guidelines [Stay at home: Guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#).

If anyone in your household, or your child, tests positive for COVID-19 you MUST inform the school as soon as possible. Please use [feedback@spaldingparish.lincs.sch.uk](mailto:feedback@spaldingparish.lincs.sch.uk) as this is monitored 7 days a week.

## Safety Measures

The following safety measures will be put in place clearly focussed on ensuring the safety of all members of the school community:

- 🏠 Children will be within their own classrooms for the majority of each day other than the time spent outdoors;
- 🏠 Hygiene measures will continue to be in place in each classroom, children will be washing their hands frequently throughout the day – all children will be expected to do this;
- 🏠 Regular cleaning of classrooms and school shared areas will be taking place throughout the day, and each classroom will be cleaned with anti-viral disinfectant each evening;
- 🏠 There will be limited interaction between Year Groups (some classes will share the playground);
- 🏠 Movement of children around the school will be limited;
- 🏠 Collective Worship will not take place in the hall – these will be virtual or classroom based;
- 🏠 Children will eat lunch in their own classroom with the exception of FS2 who will eat in the hall on a rota system due to the set up within the classrooms.
- 🏠 Year groups will have designated break times and areas to play in – only 3 classes maximum will be outside on a playground at any one time;
- 🏠 Children will be encouraged to keep a safe distance from their peers and adults where feasible (no hugging, hand holding etc). Younger pupils will be reminded of this in a kind and reassuring way;
- 🏠 Any adult in school will adhere to 2m social distancing from children and each other wherever reasonably possible and will wear face masks when moving around the school and in communal areas other than classrooms;
- 🏠 Children will have their own learning pack with suitable equipment;
- 🏠 Playground equipment will be limited to a group and cleaned after use before being used again;
- 🏠 Staggered drop off and collection times will be in operation and parents must only be on site within their 5 minute window (see further details below);
- 🏠 All parents and carers must adhere to 2m social distancing whilst on the school site and should use email to communicate with class teachers. Parents are also asked to wear face masks whilst on the school site;
- 🏠 Visitors to our school site will be kept to a minimum with appropriate hygiene measures in place;
- 🏠 Any child or adult who displays symptoms during the school day will be sent home and asked to be tested (see further details below regarding self-isolating);

🔥 No additional items from home should be brought into school – children will only require their coat, lunch bag and book bag. Jogging bottoms and trainers should be worn for school on PE days so pupils do not need PE kits. For PE days see below.

EYFS: Wednesday

Key Stage 1: Year 1 – Friday, Y2AC – Wednesday, Y2DN & Y2AR – Tuesday

Lower Key Stage 2: Year 3 – Thursday, Year 4 – Monday

Upper Key Stage 2: Y5CC & Y5EW – Wednesday, Y5AS – Thursday

🔥 Children in Early Years and KSI are discouraged from bringing items for 'show and tell' until further notice.

### Attendance

The Department for Education states: '*School attendance will be mandatory for all pupils from 8 March.*' Therefore, from 8<sup>th</sup> March, our usual attendance expectations will apply with absences reported to the school office on each day of absence by email to [absence@spaldingparish.lincs.sch.uk](mailto:absence@spaldingparish.lincs.sch.uk) or telephone 01775 722333.

Should you have any concerns re school return please do not hesitate to get in touch via email – [feedback@spaldingparish.lincs.sch.uk](mailto:feedback@spaldingparish.lincs.sch.uk).

### What happens if there is a case of COVID-19

Should a positive case of COVID-19 arise, the school will take swift action, in liaison with the local health protection team, to inform any necessary families who may have been in contact with the positive case. In addition, if anyone in your household (adults or children), should become ill or show any symptoms you must self-isolate and take a test. If the test is negative, and the child or adult feels well with no symptoms, then you may stop self-isolating and the child can return to school. If you are unclear about what your actions should be, please contact the school to discuss your concerns and we will try to guide you appropriately with the information available to us.

### Arrangements for drop off and collection

When you return to school on **Monday 8<sup>th</sup> March**, we ask that you follow the guidance below for dropping off and collecting your child. Where possible, we have split our families by the **child's surname** and we ask you to enter the school site during this allocated time. We are aiming to limit the number of people on our school site at any one time, so we ask you to drop off and collect your child swiftly and exit the school site immediately, this will avoid clusters of adults and children on our site. **Please also keep to the left at all times to give space when passing other families.**

Gates will open at 8.30am each morning and at 3.00pm each afternoon and entry/exit to classrooms will be via the classroom doors onto the playground. Families should not be gathering around the school site prior to these times – indeed no families should be waiting at the gate since the doors will not open till 8.35am at the earliest. Whilst on the school site all adults must observe the social distancing rule at all times – once your child has been taken to their door, please leave the site straight away. Adults will be available on the playground should you need to speak to anyone or would like a message passing on to your child's teacher or a member of the staff team, although Year Group emails can also be used.

We are aware that a very small number of our pupils within the same family may have different surnames. In this instance please use the surname of the older child for drop off and collection times.



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Child's Surname	Drop off in morning no earlier than the times below	Collection at end of day no earlier than
A → E (inclusive)	8.35am	3.05pm
F → K (inclusive)	8.40am	3.10pm
L → R (inclusive)	8.45am	3.15pm
S → Z (inclusive)	8.50am	3.20pm

If you are dropping off or collecting more than one child, if older pupils could be encouraged to walk by themselves to the classroom door in a safe and sensible manner to allow timings and guidance to be adhered to. Similarly, children in Upper Key Stage 2 should be encouraged to walk to their classrooms by themselves in order to keep as few people as possible on the school site.

Whilst it is not mandatory all adults are strongly encouraged to wear face masks when accessing the school site to support the safety of all. We would also ask that you walk to school or travel in a private vehicle where possible. If you do need to use public transport to travel to and from school it is imperative that the current Government guidelines in relation to this are adhered to at all times in order to ensure the safety of the whole school community.

Parish Pioneers, our before and after school provision, will reopen as school reopens for pupils in Year 1 to Year 6. Places are limited given the restrictions in place so priority may be given to pupils already attending regularly. If you do require support with before and after school provision please get in touch with Karen Maxwell, Parish Pioneers Manager via [karen.maxwell@spaldingparish.lincs.sch.uk](mailto:karen.maxwell@spaldingparish.lincs.sch.uk)

### School Communication/Messages to Adults

The DfE guidance states that *'parents/carers should not gather at the school gates or come onto the site without an appointment'*. We are obviously still wanting to provide you with the opportunity to talk to your child's teacher and maintain our parent and school relationships so if you need to pass on an urgent message to your child's teacher, we ask that you speak to a member of the SLT on the playground in the first instance. Should this not be possible and you do need to speak to the Class Teacher, we respectfully ask that you wait until they are available and stand at a safe distance away from the classroom door until they are able to speak with you. Social distancing must be adhered to at all times. If you have a non-urgent query, we ask that you make contact via the Year Group emails – this is the preferred option to ensure the safety of all. To discuss learning needs or pastoral needs communication via telephone or virtually will continue for the foreseeable future.

### Extra-Curricular Provision, Class Presentations and Parental Engagement Events

The provision of clubs would mean that children from different year groups would have to mix, so unfortunately, we will not be able to offer extra-curricular clubs on our immediate return to school. We will continue to review the guidance as it is updated to establish when it may be possible to offer extra-curricular clubs and will let you know in due course. Additionally, we know how popular our parent events and class assemblies have become. Again, due to the limitations around allowing large gatherings in school, we will not be hosting any events until such time that we are able to do this safely and in line with the guidance. We cannot wait to be able to open our doors to you and welcome you into school in the future.

## Uniform

From speaking to many parents and carers it is clear that the majority of pupils are looking forward to returning to school, excited at the prospect of seeing teachers, school staff and friends again. As a school we are so looking forward to seeing all the pupils return and would ask that when they return to school they wear their full school uniform other than on PE days – see page 3 for details. If you do have any concerns about uniform please do not hesitate to get in touch, we may be able to help – we do appreciate that recent shop closures and growing children can present some challenges.

In line with the current guidance windows will be open within classrooms to ensure occupied spaces are well ventilated. Please ensure you send your child with an extra jumper or extra layer so they are warm enough during the school day.

## Curriculum

This is the most exciting part! We cannot wait to get back to what our children love and our teachers do best. We want to ensure that your child receives the broad and balanced curriculum consisting of all of the subjects including PE and Music and all of the other wonderful areas of the curriculum.

There may be some slight changes in how we deliver these subjects, but we firmly believe that our curriculum offer of Reading, Writing, Maths and Phonics along with the other subjects, will be skilfully delivered to ensure that your child continues to progress across all areas of the curriculum.

Here at SPCEDS, and all of the schools in our Trust, we pride ourselves on knowing what our children need in order to build their knowledge, skills and understanding in every Year Group. Therefore, there will be no endless intervention sessions throughout the day, or special classes to 'catch up'. Through our carefully planned curriculum which is tailored to our children's needs, we believe that our children will go on to flourish like before. Time will also be spent sharing and celebrating new skills learnt over the closure period and on ensuring that pupils settle back into school and feel happy, safe and at ease within the school environment.

## Technology

As part of the remote offer in place during our restricted provision we provided loans of laptops and mobile wifi devices. If your child has been loaned a device please return the device to the main office by Wednesday 10<sup>th</sup> March. This will then ensure that these devices can then be used by pupils in school.

## Assessing Risk

We are aware that for some families, there may be some anxiety surrounding the return to school next week. I want to reassure you that our talented team will take exceptional measures to ensure that school is as safe as it can be. Additional emotional support and well-being support will be a clear focus at a whole school level with further work then put in place where it is identified there is a need.

Please be assured, senior leaders and school staff will be vigilant and assess risk on a daily basis, this will help us to minimise any risk of COVID-19 as much as we possibly can. We will make any necessary adjustments to our procedures as and when required and communicate with you regularly any changes that our families may need to make. Our current plans are based upon the latest guidance set out by the Government and DfE; should any changes to this guidance be communicated in the coming days, we will amend and adjust our plans accordingly.



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## Current COVID Guidelines

It is imperative as we return to school that all members of the school community play their part in ensuring the safety of all by adhering to the current guidance that is in place at any point in time. Whilst schools are reopening from the 8<sup>th</sup> March much of the guidance in place throughout the current lockdown remains in place and this should be followed by all families at all times.

*You must not leave, or be outside of your home except where necessary. You may leave the home to:*

- *Shop for basic necessities;*
- *Go to work if you cannot reasonably do so from home;*
- *Exercise with your household or one other person (in which case you should stay [2m apart](#)). Exercise should be limited to once per day and you should not travel outside your local area;*
- *Meet your support or childcare bubble where necessary but only if legally permitted to form one;*
- *Seek medical assistance or avoid injury, illness or risk of harm;*
- *Attend education or childcare - for those eligible.*

*If you do leave home for a permitted reason, you should always stay in your local area - unless it is necessary to go further, for example to go to work. Staying in your local area means stay in the village, town, or part of the city where you live.*

*From 8<sup>th</sup> March you will be allowed to spend time in outdoor public spaces on your own, with your household or with one other person. This means you can sit down for a drink or picnic but you must continue to maintain social distance from those outside your household. Pupils and students in all schools and Further Education settings will be able to return to face to face education. There are no other changes at this point with the overarching theme remaining 'Stay at Home'. Visits to your home, be it indoor or outdoor, play dates, birthday parties etc. are not allowed other than with your household.*

We do appreciate that many of our parents do work and may need to use childcare whilst working. Again very clear rules apply if you do need to use a childcare bubble. *'You can only have one childcare bubble with one other household. This means no household should be part of more than one childcare bubble.'* Please ensure that if you are not bringing or collecting your child from school that your arrangements are in line with the current National guidance. Further action may be taken if families are not adhering to the current guidance as this is imperative for the safety of all. Please support us with this so that further school restrictions are not necessary in the future, this is greatly appreciated.

**Thank you, thank you, thank you!**

I can never say it enough, but thank you to all of our families, it has been a difficult couple of months, yet together as a school community, we have demonstrated enormous resilience and love. Thank you for your continued support, patience, kind words and well wishes shown towards our staff during this uniquely challenging time. We feel privileged to be a part of such a wonderful school community and sincerely wish you all well too. We look forward to seeing you all again and if you have any questions at all, do not hesitate to contact the school and we shall endeavour to answer them for you.

Kind Regards,

Diane Mulley  
Head Teacher



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